

## School Superintendent Letter

Date

Mr. John Doe  
Title  
Organization  
Address 1  
Address 2  
City, State ZIP

Mentoring: an age-old practice that pairs a young person with a caring adult who offers encourage and support and helps the young person succeed in life.

Dear Mr. Doe,

Mentoring works. We know this intuitively. We know this through research. And we also know that mentoring works the *best* when members of the community come together to invest in the future of their youth.

As you know, our youth need our attention. Latest US Census figures show that about 35.2 million young people ages 10 to 18 live in the US today. Of that number, approximately half – or 17.6 million – are at risk of not living up to their potential and could benefit from a relationship with a caring adult mentor. Many of these young people face especially difficult circumstances: 1 out of 4 lives with only one parent; 1 out of 10 is born to teen parents; 1 out of 5 lives in poverty; and 1 out of 10 will not finish high school.

[NAME OF ORGANIZATION] is committed to helping these young people become confident and productive adults by connecting them with caring mentors. To fulfill our commitment, we are working harder than ever to ensure communities have the resources they need to close the mentoring gap – the gap that exists between young people who want and need mentors, and those who are actually in quality mentoring relationships.

Our nation's schools recognize the need to connect with the communities around them to support America's youth. School administrators support the use of volunteer mentors from the community to help students succeed. Experience shows that after spending time with, and getting to know their mentees, adult mentors become true advocates for students.

And, a growing body of research indicates that mentoring benefits students in a number of ways. Students who are mentored show improvement in their school performance, attendance, confidence, attitudes and relationships with adults (*Herrara, Public/Private Ventures, 1999*). Mentors positively influence the relationships between mentees and their parents, and as those relationships improve, so, too, do the students' academic outcomes (*Rhodes, Grossman & Resch, 2000*).

[NAME OF LOCAL MENTORING ORGANIZATION] has a wide variety of resources that would be valuable in instituting a mentoring program in our schools, and we have access to a multitude of collateral materials and ideas. We also have access to research that shows the benefits of school-based mentoring.

I would like to talk with you about these resources and how we can work together to make school-based mentoring a meaningful and effective endeavor for our community's youth. I will follow up soon with a call to your office.

Sincerely,

Name  
Title

PS – F.Y.I., attached is a vignette about [MENTOR NAME AND MENTEE NAME], a real-life pair from [CITY, STATE]. Together, they prove that *mentoring works*.